

Minutes

Kingston Fire District
Board of Wardens' Meeting
26 January 2012

Present: Wardens Donald Cobb, Elizabeth McNab, Vincent Rose and Ina Sciabarrasi, Tax Collector Linda Mendillo, Treasurer Carleen Lefebvre, KFD Auditor Valerie Maier-Speredelozzi, Chief Nathan Barrington and District Manager Jodi Hall. Robert Drapeau, Director of Public Safety & Emergency Management URI arrived at 7:46.

Absent: Warden Robert Ferraro, Robert Drapeau, Director of Public Safety & Emergency Management URI

Call to Order: President McNab called the Board of Wardens' Meeting to order at 7:35 pm

Information/Comments/Questions from the Public: There was no one from the public present.

KFD Auditors- audit options:

Motion: Rose made and Sciabarrasi seconded a motion to accept requesting a 2 year contract with a 2 year option to renew to be in the RFP for the external District audit.

Maier-Speredelozzi presented to the Board the different options for requesting proposals for an external audit. If loans are consolidated the District may be able to opt for a lower level audit compared to the current required audit from USDA. She advised when looking into the consolidation to way the benefits against any prepayment penalties, the amount of savings in a lower interest vs the cost of an audit. She advised the Board that the Audit Committee recommends writing the RFP for a 2 year contract with the option to renew for 2 years. There was no further discussion or questions.

The motion passed unanimously.

Approval of Minutes: Wardens' Meeting: December 08, 2011

Motion: Rose made and Sciabarrasi seconded a motion to accept Minutes from the Wardens' Meeting: December 08, 2011

The Board reviewed the Minutes. There was no further discussion or questions.

The motion passed unanimously. Cobb abstained as he was not present at the December 8th Meeting

Tax Collector's Report:

Motion: Cobb made and Sciabarrasi seconded a motion to accept the Tax Collector's Report.

Mendillo presented the Tax Collector's Report. There was no further discussion or questions.

The motion passed unanimously.

URI Report:

Motion: Cobb made and Rose seconded a motion to accept the URI Report.

Drapeau presented the URI Report. The report outlined the three phased priority plan of action as presented to the Fire Safety Code Board of Appeal and Review, with the Decision attached. There is one building that will be completed in Priority 1. Priority 2's are to be completed in the next several weeks and they include the pump building by Fine Arts. Priority 3 are completed including mild remediation. There will be a meeting scheduled to discuss safety restrictions in the University Resident Halls which it is recommended that a KFD Fire Marshal attend. Barrington agreed and also mentioned that training with RAs on cooking and fire extinguishers should be conducted. There was no further discussion or questions.

The motion passed unanimously.

Chiefs' Report:

Motion: Sciabarrasi made and Rose seconded a motion to accept the Chiefs' Reports.

Barrington presented his report as well as the report submitted to him by Deputy Chief Tom Reed. There was no report submitted this month by the Maintenance Coordinator, Jim Lynch. The Fire Line Job Descriptions Policy was presented with the report and Barrington asked that it be approved to be posted. Brief discussion was held on the various projects in Barrington's reports. He did get an email from Vin Murray to schedule a meeting with him and Chief Perry regarding the emergency services concerns on the 138 Project. Senator Sosnowski continues to look into the Verizon tariff billing and most likely be proposing a legislative bill exempting fire districts from the tariff. Reeds report was also reviewed. There was on further discussion or questions.

The motion passed unanimously.

Motion: Rose made and Cobb seconded a motion to accept the Fire Line Job Descriptions Policy to be posted.

The motion passed unanimously.

Treasurer's Report:

Motion: Cobb made and Sciabarrasi seconded a motion to accept the Treasurer's Report.

Lefebvre presented the Treasurer's Report. The Board reviewed the report.

There was no further discussion or questions.

The motion passed unanimously.

Finance Committee up-date/report:

Motion: Rose made and Cobb seconded a motion to accept the Finance Committee report.

Sciabarrasi up-dated the Board as the Finance Committee met in the morning and the Draft of the Minutes from the meeting was presented to the Board for review. The Committee held discussion on the Proposed Budget for 2012/2013. Wyman noted that the changes made from the projected budget from December 8, 2010 are limited and minor and do not affect the projected income. The Committee decided that the contract process will be put on

the Agenda for the March 15, 2012 meeting as URI and KFD will be entering the second year of the current 2 year contract. Wyman reported that the lawyer that is reviewing the Lease has been out for medical reasons therefore there nothing further to report with that regard. There was brief discussion regarding the research into consolidating financing and Wyman reported there is no update with regard to the generator. There was no further discussion or questions.

The motion passed unanimously.

New Business:

Budget Proposal 2012/2013:

The Board reviewed the proposed budget and minor changes. There was no further discussion or questions.

No motion was made.

Old Business: There was no old business on the Agenda. No motion was made

Communications: There were no communications. No motions were made.

Information: There was no further information. No motions were made.

Next Meetings and Events:

- March 15, 2012 at 9:00 AM at the KFD Station – Finance Committee Meeting
- March 22, 2012 at 6:30 PM at the KFD Station – Monthly Wardens’ Meeting
- April 19, 2012 at 7:00 PM at the KFD Station – Budget Hearing
- April 26, 2012 at 6:30 PM at the KFD Station – Monthly Wardens’ Meeting
- May 7, 2012 at 7:00 PM at the KFD Station – Annual Meeting
- May 24, 2012 at 6:30 PM at the KFD Station – Monthly Wardens’ Meeting

Adjournment:

Motion: Rose made and Cobb seconded a motion to adjourn the meeting.

The meeting was adjourned at 8:42 p.m.

The motion passed unanimously.

Respectfully submitted,

Jodi Hall
District Manager